

Town of Granby**CHIEF OF POLICE****OBJECTIVES**

Under administrative direction of the Town Manager, plans, organizes and directs the operations and activities of the Police Department in the maintenance of law and order and the protection of life and property. Formulates operating policies for Police Department.

ESSENTIAL FUNCTIONS

Plans and directs the policies, operations and activities of the department in accordance with State Statutes, Charter provisions and local regulations and policy.

Plans and directs the functional areas and activities including the patrolling of public areas, the apprehension and arrest of law violators, the investigation of incidents of law violation, the regulation of traffic, and the maintenance of police records.

Analyzes community short term and long range law enforcement needs and designs and implements plans, policies and operations to meet those needs.

Analyzes and implements operating procedures to improve departmental efficiency and effectiveness and the well-being and morale of department personnel.

Directs the selection, staffing, training and evaluation of subordinate personnel and administers disciplinary action as required.

Participates in labor contract negotiations; reviews and acts on grievances filed by labor unions or members.

Directs the preparation of evidence for prosecution of violators of federal, state and local laws.

Oversees the preparation of the annual department operating budget.

Prepares and presents statistical and narrative reports in oral and written form.

Coordinates the department's activities and relationships with outside agencies and officials.

Provides consultation and advice to Town and State officials as they relate to law enforcement issues, activities or operations.

Recommends recognition of meritorious service above and beyond the line of duty in accordance with department policy.

Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of the principles and practices of modern police administration and of modern practices in crime prevention, control and investigation.

Thorough knowledge of the technical and administrative aspects of law enforcement, rules of evidence, criminal investigation and identification, traffic control, police training, record maintenance and communications.

Knowledge of social trends and indicators that may impact law enforcement policy or operations.

Working knowledge of the principles and practices utilized in personnel management, labor relations, and financial management.

Ability to exercise leadership of a police organization and to administer an effective law enforcement program.

Ability to supervise, train and evaluate subordinates.

Ability to maintain effective working relationships with Town and State officials, outside law enforcement agencies, the public and members of the media.

REQUIRED EQUIPMENT OPERATION

Operates motor vehicles, firearms, safety equipment, communications equipment, Police equipment and standard office equipment.

REQUIRED PHYSICAL EFFORT

Must be able to sit at a desk, drive a motor vehicle, stand and work continuously for extended periods of time; carry supplies and equipment which may exceed 25 pounds.

REQUIRED QUALIFICATIONS (Minimum)

The qualifications required would generally be acquired with a Bachelor's Degree in Police Science, Criminal Justice, or some related field and 8 years of police experience including two years experience at or above the rank of Lieutenant.

SPECIAL REQUIREMENTS

State of Connecticut Certification as "Police Officer." Valid Motor Vehicle Operator's License.

February, 1996